

Chesapeake Regional Local Human Rights Committee
July 10, 2012
Compass Youth Services, LLC
7460 Central Business Park Drive
Norfolk, VA 23513

Members Present:

Dr. Martin Powell
Debbie Jones
Dr. Jeremiah Williams
Malcolm Boykins
Sabrina Porter
Dr. Bill Austin
Stewart Prost, Human Rights Advocate, DBDHS

Providers Present:

Natasha Curry, IHCCS, Inc.
David Owen, Compass Youth Services
Sharon Harper, Our Summer Place
Melissa Glennon, Riverside Shore Memorial Hospital
Chris Belin, Crestar Health LLC
Elicia Williams, Circle of Friends Day Support, In-Home Support
Shona Whitfield, Joy Haven
Larry Beckley, Chosen Hands Home, LLC
Arisza Hillman, National Counseling Group
Anthony Adams, Therapeutic Intervention Services
Jacqueline Buhe, J & A Family Services, LLC
Narcisa & Rey Dela Cruz, Reyna Home Care
Richard Roman, New Life LLC

I. Regular Session Called to Order:

Dr. Powell, Chair of the committee, called the regular session to order at 6:00 p.m. Eastern Daylight Time and Natasha Curry recorded the minutes.

II. Approval of Minutes April 10th, 2012:

The minutes of July 10th, 2012 meeting were reviewed. Dr. Austin made motion to have the minutes accepted; Dr. Williams second the motion and the minutes were accepted as correct.

III. Old Business:

No old business to review.

IV. New Business

Election of Officers:

- Nominations:

Debbie Jones as Primary Chair. Dr. Williams made motion to appoint Ms. Jones as primary chair member. Dr. Austin second the motion. All other members were in favor, no contraries. Motion accepted.

Dr. Jeremiah Williams as Vice Chair. Dr. Austin made motion to appoint Dr. Williams as vice chair. Debbie Jones second the motion. All other members were in favor, no contraries. Motion accepted.

Dr. Bill Austin as Secretary. Debbie Jones made motion to appoint Dr. Austin as secretary. Dr. Williams second the motion. All other members were in favor, no contraries. Motion accepted.

- Our Summer Place: OSP is changing from a community based day support program to a center-based day support program. OSP will be using the same approved policies and procedures already in place. The licensing specialist has already been notified and the proper paperwork has been submitted to human rights. Changes are expected to begin effective December 1, 2012. During the meeting a copy of the program rules were reviewed by each chair member. OSP would like to use the same policy and procedures of their community based program. [Announcement was made by Mr. Prost to providers to ensure forms are submitted in advance of scheduled meetings.] Issues that need to be addressed: food rule, upkeep of bedroom, and laundry. Program rules need to be specific based on actual service being provided. Program rules need to be removed that are not relevant to the day program. Debbie Jones made motion to accept day support rules of conduct. Dr. Williams second the motion. All other members were in favor, no contraries. Motion accepted.

Interview of Mary O. Meagher (completed during closed session)

V. Program Updates

Reporting period ends the previous month. Reports should be sent out in advance. Annual report is due January 15th, 2013. All agencies need to submit reports. Incident reports need to be mailed. Citations may be given to designated licensing specialist if reports are not submitted. Please **DO NOT** use “N/A” instead use “None” when filling out information that does not pertain to your agency in the quarterly reports.

*** Star = In attendance**

Provider	Peer-to-Peer Issues	Abuse/Neglect Allegations	Complaints	Hr Issues	Changes	Licensing/HR Review	Deaths/Serious Injuries/Incidents
Chosen Hands Home LLC*	N	N	N	N	N	N	N
Circle of Friends*	N	N	N	N	N	N	N
Joy Haven, LLC*	Y	N	N	N	N	N	N
Compass Youth Services, LLC*	N	N	N	N	N	N	N
Crestar Health LLC*	N	N	N	N	N	N	N
Reyna Home Care	N	N	N	N	N	N	N
Our Summer Place, Inc *	N	N	N	N	Y	Y	N
IHCC S, Inc.*	N	N	N	N	N	Y	N
Riverside Shore Memorial Hospital *	N	N	N	N	N	N	N
National Counseling Group *	N	N	Y	N	N	N	Y
Therapeutic Intervention Services, LLC	N	N	N	N	N	N	N
J & A Family Services, LLC	N	N	N	N	N	N	N
New Life	N	N	N	N	N	N	N

Provider	Comments (for items marked Y above)
Chosen Hands Home LLC	
Circle of Friends	
Joy Haven, LLC	Executive Session
Compass Youth Services, LLC	
Crestar Health LLC	
IFCS	
Our Summer Place, Inc	Site visit 09/26/12 by Mr. Gonzalez
IHCCS, Inc.	License review 07/13/12
Riverside Shore Memorial Hospital	
Reyna Home Care	Waiting on policy review
National Counseling Group	Executive Session
J & A Family Services, LLC	Still waiting on walk through
New Life	Recently approved license

VI. Advocate's Report

Six positions of committee are filled. Today will mark Dr. Powell's last session as primary chair. Mary O. Meagher will be interviewing for the professional position during closed session. There will be training offered for LHRC on November 8, 2012 at Eastern State Hospital. Dr. Austin is close to finishing two terms come June of 2013. A position for (friend/colleague) will need to be filled in order to maintain the quorum.

Department Update: Narissa Rose now works in licensing. Timothy Jones filled Ms. Rose's position and started on 07/10/12. There will be an increase in licensing specialists including Ms. Shriner. Ed Gonzalez and Barry Lee are now I.D. Specialists (taking care of post move visits). With training centers closing there will be an increase in monitoring. The South Eastern VA Training Center is in the process of discharging to get numbers down. Sara Stansberry will also be monitoring. Reminder that meetings are open to the public. Next meeting will be held by Debbie Jones.

VII. Open Forum

Rotation of clerical duties was addressed identifying Crestar as the next agency to fill the position.

VIII. Next Meeting Date: January 8, 2013

IX. Adjournment

X. Executive Session

Dr. Martin Powell made motion to go into executive session pursuant to Virginia Code 2.2-371 (A), for the protection of privacy of individuals and their records in personal matters not related to public business. The committee went into Executive Session pursuant to VA Code 2.2-371 (A). The committee interviewed Ms. Mary O. Meagher for a vacant LHRC Chesapeake position. The committee also heard from two agencies. All committee members certified that to the best of their knowledge that matters only lawfully exempted from open meeting requirements and only such matters for the protection of the privacy of individuals and their records in personal matters not related to public business were heard, discussed, or considered. The closed session ended at 7:40 p.m. Freedom of Information Act (FOIA) training was completed from 7:40 p.m. – 8:10 p.m.

The Committee voted to adjourn executive session at 8:10 p.m.